



Position: Communications Facilitator

Start Date: As soon as possible

Applications Due: April 17, 2022

Location: Global-south (preferably in Latin America, Africa or Asia); remote or can be housed within one of our member organizations.

Status: Contractor – Full-time (5 days/week) or Part-time (at least 3.5 days/week)

Compensation: US \$ 24,000 to 30,000 on a gross full-time basis, based on location and experience. (pro-rated if less than full time) Includes a generous package of paid leave for vacation, holidays and sick leave.

About the Coalition

The [Coalition for Human Rights in Development](#) is a global coalition of social movements, civil society organizations, and grassroots groups working together to ensure that development is community-led and respects, protects, and fulfils human rights. We work with members and partners to ensure communities have information, power and resources to determine their own development, and to hold development finance institutions, governments, and other actors accountable to peoples and the planet.

About the position

We are seeking a Communications Facilitator to work with our Communications Lead and serve as part of the Coalition's International Secretariat. The Communications Facilitator will work to:

- advance the Coalition's collective communications, campaigns and advocacy efforts;
- support the Coalition's members and partners, identifying and implementing creative ways to amplify their voices and providing the communications support needed;
- strengthen our media engagement strategy.

The Communications Facilitator will work closely with the Communications Lead to advance the Coalition's global communications efforts, with a particular focus on one of the Coalition's three core regions (Latin America, Asia or Africa) depending on the candidate's location and language skills.

This is a unique opportunity to put your communications, advocacy and coordination skills to work at a regional and international level. The Communications Facilitator will gain expertise on a wide range of human rights and international development issues. The ideal candidate will be well-organised, with excellent communication and editing skills, and a keen attention to detail. They must be able to work across different cultural contexts, while being patient, respectful and empathetic. They must be committed to community-led struggles for human rights and dignity.

www.RightsinDevelopment.org

Email: recruitment@rightsindevelopment.org | Twitter: [@RightsinDev](https://twitter.com/RightsinDev)

Responsibilities

- Support Coalition members and partners – including communities and human rights defenders – to advance their communication goals, while working closely with other Secretariat staff (communications support can include: finding opportunities to visibilize community stories, creating content to publicise their work, facilitating capacity-building activities, developing collective campaigns, one-to-one support to partners);
- Lead coordination of communications efforts in campaigns of members and partners, with a focus on relevant region;
- Co-develop strategies and planning for the Coalition’s global communications programme;
- Map out potential collaborators who do human rights related communications work, with a focus on relevant region;
- Support Coalition’s Communications Lead on global campaigns;
- Build out social media presence, with a focus on relevant region;
- Develop creative and engaging content (blogs, newsletter, graphics, videos, etc) and distribute it across our online media channels;
- Provide guidance for Coalition’s staff members or partners on op-eds/articles/blog posts;
- Edit advocacy, organisational and training materials;
- Outreach and engagement with journalists and media outlets, with a particular focus on relevant region;
- Update exist multi-lingual website, and support creating and transitioning to new website;
- Manage relationships with translators and other communications contractors.

Required experience and qualifications

- At least 3 years prior communications experience (for e.g, journalism, media professional, organisational communications officer, etc.)
- Demonstrated commitment to human rights, and social and environmental justice.
- Excellent written and oral communication skills.
- Experience conveying complex human rights concepts to a general audience.
- Experience in editing text and documents.
- Fluency in English.
- Keen attention to detail.
- Experience working in remote, international/cross-cultural team settings.
- Strong organisational skills.
- Strong interpersonal skills, with respectful, empathetic and collaborative style.
- Sensitive to dynamics of discrimination and power differentials.
- Ability to work under pressure, prioritise and complete tasks in a timely manner, while juggling multiple tasks.
- Flexibility, adaptability and willingness to find solutions.
- Ability to work independently as well as function as a member of a team.
- Experience in managing and creating content for social media platforms.
- Good experience with WordPress, and design or publishing software (Adobe package, Canva, etc.)
- Proficiency in using computers and technology (including MS Office applications, Google suite, etc.)

- Sense of humour and empathy. Must love cats.

Preferred experience & qualifications

- Experience coordinating and advancing collective work.
- Experience in facilitating online and in-person workshops and skills exchanges.
- Experience in accompanying grassroots activists and groups
- Proficiency in French, Spanish, Russian, Portuguese, Mandarin, or Arabic. We have a strong preference for candidates who are fluent in French.
- Experience with international human rights and/or development issues.
- Ability to travel, when the situation allows it.

To Apply

Please upload a cover letter and resume in English, as well as two work samples (e.g. an article, a blog, etc) on or before April 17, 2022 to <https://rightsindevelopment.org/employment-application/> . At least one of your work samples must be in English.

In the first paragraph of your cover letter, please include the location where you would want to be based, and whether you would prefer to work full-time or part-time. We are unable to sponsor work visas and candidates must have status to work in their preferred location.

Please note that we have limited staff capacity and unfortunately we will only be able to contact shortlisted candidates. Apologies for the difficulties this causes..

We strongly encourage women, Indigenous Peoples, LGBTQIA individuals, people with disabilities, and all qualified persons to apply for this position.